

**BUREAU OF ENVIRONMENTAL REMEDIATION/REMEDIAL SECTION
GUIDANCE
SCOPE OF WORK (SOW) FOR A PRELIMINARY
INVESTIGATION**

BER POLICY # BER-RS-017

DATE: 1991

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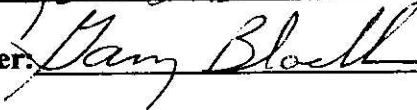
Section Chief:



Date:

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Bureau Manager:



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REVISIONS

Reviser: Kurt Limesand

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ORIGINATOR

Originator: Rob Elder

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The Preliminary Investigation (PI) is an intermediate investigation undertaken by a potentially responsible party (PRP) where the PRP disputes the results or conclusions of previous investigations. The PI process is used to verify or disprove the Department's conclusion that a facility or property is a source of environmental contamination. Ideally, the PI also contributes to overall site characterization efforts necessary for completion of a feasibility study for cleanup. PI activities must be completed with Department oversight and through the auspices of a legal agreement providing the Department rights of oversight, review, notice, access, sampling, and cost recovery for the term of PI activities. Eligibility of a site for performance of a PI will be determined at the Department's discretion. The primary objectives of the PI are described as follows:

- To determine and document historical use and ownership/operational history of the site;
- To evaluate the primary origin(s) or source(s) of contamination at the site;
- To characterize the nature and extent of contamination on site and the media affected;
- To evaluate the potential for off-site migration;
- To evaluate the need for interim remedial measures to mitigate imminent threats to human health or the environment or to remove or contain contamination sources.

This Scope of Work outlines activities to be completed as part of the PI. A PI Work Plan that describes in detail the PI activities must be developed and submitted to KDHE for review and approval. The PI Work Plan must include an implementation schedule defining the dates and durations for initiating and completing the various tasks associated with this Scope of Work. In addition, the PI work plan must include the following appendices: 1) quality assurance project plan; 2) field sampling plan; and 3) health and safety plan. The PI work plan must be approved by KDHE prior to implementation.

The PI Work Plan must include the following components, at a minimum:

1.0 HISTORICAL EVALUATION AND SITE DESCRIPTION

A description of the site location should be generated, including a legal description of the site, facility address, and facility layout, as appropriate. Ownership and operational histories for the source facility and the ownership status of other affected properties, if pertinent, should be documented. A description of all past and present activities or operations conducted at the site must be included in the PI Report including: the nature of business operations conducted at the site, chemicals used at the facility, wastes generated by facility operations, chemical and waste disposal methods, and records or descriptions of all known spills or leaks. Environmental permits issued relative to past or present business operations should be identified. Descriptions of any previous environmental investigations conducted at the site and summaries of the significant findings of those investigations should be included. Documentation must be included in the report to support all findings.

2.0 SITE CHARACTERIZATION

A detailed description of field activities to satisfy the primary objectives of the PI must be included in the Work Plan. PI activities may include any of several components, including: on-site investigation of waste, soil, ground water, surface water, sediment, or air; geotechnical evaluations; inspection and tightness testing of tanks, pipelines, sewers, etc.; geophysical surveys; land elevation surveys; personnel interviews; etc. All data gathered during site characterization must be included in the report.

3.0 PI REPORT

Following completion of all field activities a "Preliminary Investigation Report" must be prepared, which includes all data collected from the field activities and historical evaluation. The PI report must describe in detail the work completed on-site to accomplish the objectives as set forth in this SOW, and provide conclusions and recommendations for the site.